

MINUTES OF A MEETING OF THE FULL GOVERNING BODY OF THE FOREST ALLIANCE OF NURSERY SCHOOLS (FANS) FOR CHURCH HILL AND LOW HALL NURSERY SCHOOLS HELD ON THURSDAY 9 OCTOBER 2025 AT 6PM VIRTUALLY

Present: Abrar Malik (Chair)-Co-opted Governor

Co-opted Governors:

Mark Brown
Sally Davey
Ali Mussel (to 18:27)

Head Teacher:

Helen Currie

Parent Governor:

Katie Stone

Local Authority Governor

Pauline France

Staff Governor

Lindsay Read

Clerk: Caroline Russell

Summary of agreements and actions:

Minute reference	Formal agreements and/or actions identified	Named person(s) for action(s) identified	Completion date
4	Membership: DBS number to be advised by School to GS. Code of Conduct: All to sign.	School All	As soon as possible As soon as possible
7	Schedule of Link Governor Visits: HT/SIPP to liaise re dates for these with governor involvement.	HT/SIPP/ Governors	Ongoing
8.3.2	Complaint to LA re Funding: Chair to seek next steps re Minimum Funding Guarantee.	Chair	Ongoing
12	Governor Training: KS to advertise training opportunities on Whatsapp.	KS	Ongoing
13	Policies: Chair of Governors to sign on Governor Hub.	COG	As soon as possible
14.	Dates and Times of Future FGB Meetings: 25/02/2026: Include vision and values and revised agenda templates. 13/05/2026: Budget meeting.	All to note. School/GS to action.	Ongoing

1. **WELCOME AND APOLOGIES FOR ABSENCE:** All were welcomed to the meeting with apologies for absence received and accepted from Hasina Rashid and Austin Ventour.
2. **NOTICE OF ANY OTHER BUSINESS:** None was advised.
3. **DECLARATIONS OF INTEREST:** There were no declarations of interest in any of the following agenda items.
4. **GOVERNING BODY:**
 - 4.1. Membership: The co-option of Abrar Malik and Mark Brown for a further 4 year term of office. Also the cooption of Ali Mussel (former FANS teacher and trainee educational psychologist was noted with current DBS check number to be advised to Governor Services.
ACTION: Governor Services to note re co-options and amend records.
 - 4.2. Code of Conduct: All to sign.
 - 4.3. Disqualification due to Non-Attendance: This was noted without action.
 - 4.4. Alternative Meeting Options: Continuing use of online/virtual meetings was **AGREED** by the Governing Body. However, a special meeting will be held in person on 24/11/2025-6pm-CHNS to consider the future vision and values of FANS.
ACTION: GS to send a save the date and agenda.
5. **ELECTION OF CHAIR AND VICE CHAIR OF THE GOVERNING BODY FOR THE CURRENT ACADEMIC YEAR 2025/6:**
 - 5.1. Election of Chair: Abrar Malik was elected unopposed. (Proposed by Helen Currie and seconded by Lindsay Read).
 - 5.2. Election of Vice Chair: Mark Brown was elected unopposed. (Proposed by Pauline France and seconded by Abrar Malik).
6. **COMMITTEES:**
 - 6.1. Terms of Reference for the Committee and FGB: PF reported that she had circulated amended drafts to the current chairs of committees and on GovernorHub. It was **AGREED** to adopt these including name, memberships, election of chair and vice Chair, recording of minutes, frequency of meetings (minimum termly), main responsibilities, statutory documents to monitor, ethics and values, functions.
ACTION: PF to devise amended template agendas for committees and FGB to include safeguarding report, appointment of SEND link governor.
 - 6.2. Committee Memberships:
Business Committee: Mark Brown, Jana Mills, Pauline France, Austin Ventour, Katy Stone + HT and School Business Manager.
Children's Learning and Development Committee: Sally Davey, Abrar Malik, Lindsay Read, Ali Mussel and HT.
 - 6.3. Statutory Committees (Governor Discipline Committee, Staff Disciplinary/Grievance and Appeal): It was noted that these may include governors drawn from the Walthamstow West partnership schools. It was **AGREED** that a pool be formed of the entire Governing Body from which statutory committees may be formed subject to availability and eligibility.
 - 6.4. Head Teachers' Performance Management: Reviewers will be drawn from Mark

Brown, Pauline France and Abrar Malik+ School Improvement Partner. Date to be determined. Governors are also asked to support with supervision of senior leaders and to contact them.

7. LINK GOVERNOR RESPONSIBILITIES:

Safeguarding: Mark Brown.

SEND: Sally Davey.

EYFS: Sally Davey + Katie Stone.

ACTION: HT/SIPP to liaise re schedule of visits for this year with governor involvement.

8. MINUTES:

8.1. Minutes of the Meeting Held on 22 May 2025: These were received and accepted, considered signed.

8.2. Matters Arising:

8.2.1. FGB Vacancies: These have been addressed.

8.2.2. Statement of Ethics/Values/Ethos: CLD committee has considered this.

8.2.3. Delayed 2025/6 Budget Submission: A meeting was held with the LA. A budget for LHNS was agreed. AM/HR will liaise re this including advice re deficit management (largely eliminated).

8.3. Committee Minutes/Reports:

8.3.1. Children's Learning and Development Committee: SD advised re ratification of Policies, achievements against goals, inception of a cooking project to develop early number and numeracy skills. SD did a learning walk re SENCO supervision including responding to family needs (request for SEND coffee mornings, visits to other settings and support in school.). The next visit will focus on provision for 2 year olds.

8.3.2. Business Committee: Minutes were received. MB reported that business considered had included terms of reference, HT advice from Haringey Education Partnership re budget issues including two year old provision and income generation. Changes to the LA offer re funding for Centre of Excellence were noted, a complaint to the LA re funding and follow up. The opportunity to meet the new Director of Education was welcome with governors commending that a strategic direction is being developed.

ACTION: Chair to respond requesting next steps re minimum funding guarantee for 2 year olds.

9. EXECUTIVE HEAD TEACHERS' REPORT-PRIOR E-CIRCULATED AND ON GOVERNOR HUB: This was summarised by EHT as follows:

9.1. Low Hal Nursery School: This is full including for 2 year olds. 16 children are entitled to Early Years' Pupil Premium funding. There is little day care and a high number of children from low income households.

9.2. Church Hill Nursery School: There are 83 children on roll with low numbers of children especially 3 year olds and part timers. 11 children are not receiving free early educational entitlement due to high family income. 3 EHCPs and 8 SENIF fundings have been agreed with 1 EHCP and 1 SENIF pending. (Income expected £65,000-£85,000). There is a high level EHCP for 1:1 funding but concern that not practicable as the child concerned has very complex needs so are trying to talk to the Local Authority.

- 9.3. Revised OFSTED Inspection Framework: 6 areas have been identified including for attendance (could be problematic as provisions are for children below statutory school age) and behaviour (considered to be strong/exemplary). CHNS is due to be inspected next year.
- 9.4. Safeguarding: There has been whole school training.
- 9.5. Accidents to Pupils: These are advised directly to parents.
- 9.6. Curriculum Goals: These have been published including for non-verbal Children. There is SIPP support for 2 year old provision 8-6 365 days.
- 9.7. Ordinarily Available Provision Toolkit: SD/EHT will consider.
- 9.8. Training Governor: Katie Stone has been nominated.
- 9.9. Professional Development: Training has been arranged with observations and targets set.
- 9.10. William Morris Gallery Partnership/Sculpture Project and Artists Gallery/Tales Toolkit: These projects are all ongoing.
- 9.11. Forest School: This will commence after ½ term.
- 9.12. EYPP Project We Cook: Pictorial recipes will be used with part time children to develop number/numeracy skills.
- 9.13. Behaviour and Attitudes: To be reported next time.
- 9.14. How to Talk to 2 Year Olds: LR is developing this project.
- 9.15. ECKERS Walks: These continue.
- 9.16. Focus for Leadership and Management: This relates to extensions for 2 year olds. A capacity grant can be applied for e.g. sleeping extension.
- 9.17. Vision and Values: These will be revisited.
- 9.18. Podcast Library: This is being devised by LR for use in staff meetings.
- 10. LEARNING WALK RE SAFEGUARDING MB 26/09/2025:**
 - 10.1. This considered settling routines. LHNS is full with staff safeguarding training given on INSET days. Safeguarding records were transferred to primary schools within the allotted timeframe.
Walk of the building established that CHNS have a problem with the garden wall (section fenced off). Neighbour permission is sought for rebuild and the LA has been involved regarding this and fungus growing on willow trees. Re the CHNS side gate a closer has now been replaced. Possible expansion of the 2 year old space was discussed including the procedure for a funding application.
 - 10.2 A visit is planned to LHNS.
- 11. SPECIAL EDUCATIONAL NEEDS AND DISABILITY:** The SEND offer is in place with a new reporting format being used by both SENCOS. The training library is useful and opportunities are being considered for staff to visit other settings re

families' needs.

The SEND offer was **AGREED** by FGB following consideration by the SLD Committee.

12. GOVERNOR TRAINING:

ACTION: Katie Stone to keep training log and advise training opportunities on Whatsapp.

13. POLICIES:

Vision and Values: A special meeting is planned to discuss this.

LBWF Pay Policy: This was **AGREED** noting arrangements for pay progression to Upper Pay Scale and that the policy is backdated to 01/09/2025.

ACTION: Chair of Governors to sign on GovernorHub.

14. DATES AND TIMES OF FUTURE FGB MEETINGS:

25/02/2026-6.00 p.m. (Agenda to include vision and values and revised agenda templates).

13/05/2026: Budget meeting

15. ANY OTHER BUSINESS:

15.1. Incremental Progression Main Professional Scale to Upper Pay Scale: This was **AGREED**.

15.2. Confidential Minutes Summer Term FGB: There were none.

. **The meeting closed at 8.00 p.m.**